1 of 2

LOST OR STOLEN EQUIPMENT

7-1-2017

EFFECTIVE

July 1, 2017.

Subject(s)

APO-204, Wireless Communication Devices, and APO-301, Mobile Worker Equipment Accountability

Employees must immediately report any computer-related equipment items that are unaccounted for, lost, stolen, destroyed, or damaged to their supervisor and contact the MDHHSPrivacySecurity@michigan.gov email box to report the incident and receive further direction. For lost or stolen iPhones the MDHHS supervisor will call the Department of Technology Management and Budget (DTMB) helpdesk and ask for the Smart Device Support Team who can assist with locating lost equipment.

Reason: Policy clarification.

Issued: 7-3-2017 STATE OF MICHIGAN

APB 2017-008 2 of 2 LOST OR STOLEN EQUIPMENT

APB 2017-008

7-1-2017

MANUAL MAINTENANCE INSTRUCTIONS

Changed Items ...

APO 204 APO 301

Issued: 7-3-2017 STATE OF MICHIGAN

Distribution: DEPARTMENT OF HEALTH & HUMAN SERVICES